

Plan of Operation

## 1. Objectives

- a. To compile all documents relevant to the problem that can be located during an extensive search operation.
- b. To obtain any available information by interview from past and present participants.
- c. To prepare a factual report for either the outside committee receiving the matter or for public disclosure. The report should be sufficiently complete and accurate that no further disclosures of interest are likely to be made by nonofficial sources.
- d. The documentation should suffice for the general needs of OGC if legal actions involving AEC are taken.

## 2. Sequence

- a. Crash program of document and data collection.
- b. Interviews, overlapping with a.
- c. Writing of report.
- d. Immediate preparation of press release, to be updated as investigation proceeds.

## 3. Time Table

- a. Collection of documents to begin week of March 25; substantial progress must be made during that week.
- b. Interviews to begin week of April 1.
- c. Most of a. and b. to be completed by April 25.
- d. Report to be completed by May 25.

## 4. File System

Complete cross-indexed file of all relevant documents including:

- a. Scientific publications.

- b. Reports -- AEC, MED, Laboratory, individual, hospital when available.
- c. Background data on individuals.
- d. Tapes, notes, transcripts, summaries of interviews.

5. Interviews

a. Manner of procedure

- 1. To be conducted at individual's home as a rule to set him at ease.
- 2. By team of two people, alternating in questioning and in monitoring the recording if person interviewed will permit taping of conversation.
- 3. If taping refused, team members will alternate in questioning and taking notes.
- 4. If c., team will dictate report of interview immediately afterward, transcribe and correct report.
- 5. If c. and if warranted, report will be presented to person interviewed for corrections, possibly to be signed.
- 6. Summary of interview will be prepared.

b. Introductory statement to person interviewed.

- 1. Inform person of impending disclosure to patients and later to public.
- 2. Inform of AEC desire to have accurate record of events to forestall distorted reporting.
- 3. If warranted, inform person of possibility of legal action by unidentified plaintiff against him. (?)
- 4. Assure person that transcript is confidential although content is not (Steve Greenleigh has assured us of this).

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6. Report

- a. To be complete within limit of reasonable length.
- b. To have an annotated version with references to supporting documents.

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